



Dr. Ianthia Fisher, Mayor  
Mike Marsh, Mayor Pro Tem  
Dennis Ivey, Councilman Pct. 1  
Darrell Jones, Councilman Pct. 2  
Ernest Jackson, Councilman Pct. 3  
Marquita Beasley, Councilwoman Pct. 4

March 18, 2024

Letter of Recommendation for Bid Award

Dear Mayor and Councilmembers:

Sealed proposal packets were received with a deadline of March 11, 2024 at 5:00 P.M. for Grant Administration Services for the Texas Department of Agriculture Community Development Block Grant – Downtown Revitalization Program (CDBG-DRP). Two (2) sealed proposals were received.

The notification and advertising process for this bid included printed notices at City Hall, an advertisement in the local newspaper, and a public hearing with email solicitations sent to five regional firms.

On Thursday, March 14, at 9:00 AM, the evaluation team comprised of City Manager, John Angerstein, Program & Grants Manager, Butch Calvert, and Mayor, Dr. Ianthia Fisher met to review the proposals and issue a recommendation for award. From the review of the information provided in the sealed bid, Traylor & Associates is fully qualified and has excellent prior work performance with the city. Therefore, the evaluation team is recommending the city awarding the contract, if needed, to Traylor & Associates.

Sincerely,

John Angerstein,  
City Administrator



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